



4184-40-P

DEPARTMENT OF HEALTH AND HUMAN SERVICES

Administration for Children and Families

Proposed Information Collection Activity; Head Start

Program Performance Standards (OMB #0970-0148)

AGENCY: Office of Head Start; Administration for Children and Families; HHS.

ACTION: Request for public comment.

SUMMARY: The Office Head Start (OHS), Administration for Children and Families (ACF), U.S. Department of Health and Human Services (HHS), is requesting a three-year extension of the Head Start Program Performance Standards (HSPPS) information collection (OMB #0970-0148, expiration 1/31/2020). There are no changes requested to these record keeping requirements.

DATES: *Comments due within 60 days of publication.* In compliance with the requirements of Section 3506(c)(2)(A) of the Paperwork Reduction Act of 1995, the Administration for Children and Families is soliciting public comment on the specific aspects of the information collection described above.

ADDRESSES: Copies of the proposed collection of information can be obtained and comments may be forwarded by emailing

infocollection@acf.hhs.gov. Alternatively, copies can also be obtained by writing to the Administration for Children and Families, Office of Planning, Research, and Evaluation, 330 C Street, SW., Washington, DC 20201, Attn: OPRE Reports Clearance Officer. All requests, emailed or written, should be identified by the title of the information collection.

SUPPLEMENTARY INFORMATION:

Description: This information collection was approved alongside the final rule for the revised HSPPS on September 1, 2016. This information collection is entirely record keeping and does not contain any standardized instruments or instructions. For example, this includes the requirement that programs maintain a waiting list of eligible families. There are no changes to the record keeping requirements contained in this information collection. Only minor adjustments were made to the estimated burden based on updated enrollment and staff data.

Respondents: Head Start grantees.

Annual Burden Estimates

Record Keeping Requirement	Total Number of Respondents	Total Number of Responses Per Respondent	Average Burden Hours Per Response	Total Burden Hours
1301.6(a)	3,020	1	0.70	2,114
1302.12(k)	1,054,720	1	.166	175,084

1302.14 (c)	3,020	1	2.00	6,040
1302.16 (b)	3,020	1	5.00	15,100
1302.33 (a) and (b)	1,054,720	1	1.00	1,054,720
1302.33 (c) (2)	294,632	1	2.00	589,264
1302.42 (a) and (b)	1,054,720	1	0.66	696,115
1302.42 (e)	3,020	1	0.50	1,510
1302.47 (b) (7) (iv)	3,020	1	0.50	1,510
1302.53 (b) & (d)	3,020	1	0.166	501
1302.90 (a)	3,020	1	0.50	1,510
1302.90 (b) (1) (i) - (iv), (b) (4)	79,509	1	0.33	26,238
1302.93 (a)	26,503	1	0.25	6,626
1302.94 (a)	3,020	1	0.166	501
1302.101 (a) (4) and 1302.102 (b) - (c)	3,020	1	79.00	238,580
1302.102 (d) (3)	110	1	10.00	1,100
1303.12	3,020	1	0.166	501
1303.22-24	956,120	1	0.33	315,520
1303.42-53	260	1	40.00	10,400
1303.70 (c)	200	1	1	200
1303.72 (a) (3)	3,020	1	2	6,040

Estimated Total Annual Burden Hours: 3,149,174

Comments: The Department specifically requests comments on (a) whether the proposed collection of information is necessary for the proper performance of the functions of

the agency, including whether the information shall have practical utility; (b) the accuracy of the agency's estimate of the burden of the proposed collection of information; (c) the quality, utility, and clarity of the information to be collected; and (d) ways to minimize the burden of the collection of information on respondents, including through the use of automated collection techniques or other forms of information technology. Consideration will be given to comments and suggestions submitted within 60 days of this publication.

Authority: 42 U.S.C. 9836A

Mary B. Jones, *ACF/OPRE Certifying Officer*.
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